



## HPCL RAJASTHAN REFINERY LIMITED

Joint Venture between Hindustan Petroleum Corporation Limited (HPCL)  
and Government of Rajasthan.

**Site Office :** Village Sajiyali Roonji Kanthwada & Sambhra,  
Tehsil - Pachpadra, Dist. Balotra, Rajasthan, India – 344032

**Reg. Office :** Tel Bhavan, Sahkar Marg, Lal Kothi Vistar, Jyoti Nagar,  
Jaipur, Rajasthan, India 302005

CIN No.U23201RJ2013GOI043865

Advt. No - HRRL/RECT/02/2025

### **Computer Based Test (CBT) for Junior Executive-Official Language Implementation: S/G E0**

As per Advt. No - HRRL/RECT/02/2025 clause no. 7 (mentioned in page 51), the syllabus for Junior Executive- Official Language Implementation : S/G E0 is given as below.

**Duration: 2 hours**

**Total Marks: 100**

All questions of the Computer Based Test (CBT) will be objective and multiple-choice type. Total number of questions in the CBT are 100. Each correct answer carries 1 mark and there is no **negative** marking for wrong answers.

### **Syllabus**

**Part-1: General Aptitude (HSC – Level)**

**(30 Marks)**

#### **1. Intellectual Potential Test:**

- Distance
- Syllogism
- Logical Operations
- Similarities and dissimilarities
- Verbal Comprehension
- Perpetual Reasoning
- Working Memory
- Processing Speed
- Fluid reasoning

#### **2. Logical Reasoning & Data interpretation**

- Seating arrangements and puzzles
- Series – verbal and number
- Relationships
- Coding-decoding

- Verbal and numerical Analogy
- Binary Logic
- Games and Tournaments
- Arrangements
- Team Formations
- Order and Ranking
- Table, Data Caselets – Reasoning-Based DI, 3. Column Graphs, Bar Graphs, Line Charts, Pie Charts, Routes and Network

### 3. Quantitative Aptitude

The test of QA may cover Number systems including questions on simplification, decimals, fraction, LCM and HCF, square root, divisibility test, Ratio & proportion, Percentage, Average, Profit & loss, Discount, Simple and compound interest, Mensuration, Time & Work, Time and distance, Algebraic identities, Problems on Age, Tables & Graphs etc.

### 4. English Language

Program	Education Level	Course	Subject	Topic	Sub Topic	Concept / Type
General Aptitude	HSC	General Verbal Ability - English	Grammar - English	Question Tags	Negative question tag	Sentence Completion
General Aptitude	HSC	General Verbal Ability - English	Grammar - English	Question Tags	Positive question tag	Sentence Completion
General Aptitude	HSC	General Verbal Ability - English	Grammar - English	Parts of speech	Adjective	Sentence Completion
General Aptitude	HSC	General Verbal Ability - English	Grammar - English	Parts of speech	Adverb	Sentence Completion
General Aptitude	HSC	General Verbal Ability - English	Grammar - English	Parts of speech	Prepositions	Sentence Completion

<b>General Aptitude</b>	HSC	General Verbal Ability - English	Grammar - English	Parts of speech	Conjunctions	Sentence Completion
<b>General Aptitude</b>	HSC	General Verbal Ability - English	Grammar - English	Parts of speech	Verb	Sentence Completion
<b>General Aptitude</b>	HSC	General Verbal Ability - English	Indirect Writing - English	Prose	Syntax and structure	Para Jumbles
<b>General Aptitude</b>	HSC	General Verbal Ability - English	Indirect Writing - English	Sentences	Word Usage and Understanding	One word substitution
<b>General Aptitude</b>	HSC	General Verbal Ability - English	Reading Comprehension - English	Passage	Appropriate Title	Identify the suitable title for the passage
<b>General Aptitude</b>	HSC	General Verbal Ability - English	Reading Comprehension - English	Passage	Central theme of the passage	Identify the central theme of the passage
<b>General Aptitude</b>	HSC	General Verbal Ability - English	Reading Comprehension - English	Passage	Facts	Identify the facts given in the passage
<b>General Aptitude</b>	HSC	General Verbal Ability - English	Reading Comprehension - English	Passage	Inferences drawn	Identify the inferences drawn from the passage
<b>General Aptitude</b>	HSC	General Verbal Ability - English	Reading Comprehension - English	Passage	Structure of the passage	Identify the structure of the passage
<b>General Aptitude</b>	HSC	General Verbal Ability - English	Reading Comprehension - English	Passage	Summary	Select the correct summary for the passage
<b>General Aptitude</b>	HSC	General Verbal Ability - English	Reading Comprehension - English	Passage	Text to World connection	The most appropriate connection to the real-life situations

<b>General Aptitude</b>	HSC	General Verbal Ability - English	Reading Comprehension - English	Passage	Tone of the passage	Identify the tone of the passage
<b>General Aptitude</b>	HSC	General Verbal Ability - English	Reading Comprehension - English	Passage	Vocabulary	Antonyms of the word
<b>General Aptitude</b>	HSC	General Verbal Ability - English	Reading Comprehension - English	Passage	Vocabulary	Correct usage of the word in other examples
<b>General Aptitude</b>	HSC	General Verbal Ability - English	Reading Comprehension - English	Passage	Vocabulary	Synonyms of the word
<b>General Aptitude</b>	HSC	General Verbal Ability - English	Reading Comprehension - English	Passage	Vocabulary	Word meaning
<b>General Aptitude</b>	HSC	General Verbal Ability - English	Vocabulary - English	Idioms and Phrases	Idioms	Word-segment substitution
<b>General Aptitude</b>	HSC	General Verbal Ability - English	Vocabulary - English	Idioms and Phrases	Proverbs	Word-segment substitution
<b>General Aptitude</b>	HSC	General Verbal Ability - English	Vocabulary - English	Semantics	Antonyms	Identification of antonym in a sentence
<b>General Aptitude</b>	HSC	General Verbal Ability - English	Vocabulary - English	Semantics	Synonyms	Word meaning in sentence

## Part 2: Technical/Professional Knowledge

(70 Marks)

### 1. Hindi Grammar:

- व्याकरण (Grammar)
- वर्तनी (Spelling)
- संधि (Conjunctions)
- समास (Compounds)
- क्रिया (Verb)
- लिंग (Gender)वचन (Number)
- विशेषण (Adjective)
- सर्वनाम (Pronoun)
- पर्यायवाची शब्द (Synonyms)
- विलोम शब्द (Antonyms)
- मुहावरे एवं लोकोक्तियाँ (Idioms and Proverbs)
- वाक्य शुद्धि (Sentence correction)

### 2. History of Hindi Language and Literature:

- Development of Hindi language (Aabhraash, Awahatta, Arambhik Hindi, Braj, Awadhi, Khari-boli).
- Development of Nagari Lipi and its standardization.
- Major periods of Hindi literature (Adikal, Bhaktikal, Ritikal, Adhunik Kal) and their prominent poets/writers and works.

### 3. Official Language Policy (Rajbhasha Niti):

- Constitutional Provisions related to Official Language (Part 5-6, Article 120 & 210, Part-17, Articles 343-351).
- Official Language Act, 1963.
- Official Language Rules, 1976.
- Annual Official Language Programme.
- Various Committees and schemes for the promotion of Hindi.
- Knowledge of Hindi software and tools used in official work

---

**NOTE: The syllabus/topics mentioned are indicative in nature. Candidates are expected to possess significant knowledge/proficiency pertaining to the relevant subjects and their qualifying degree.**

